

**Minutes  
Monroe County Airport Authority  
January 17, 2007**

**Members Present:** James Vazzana, Chairperson  
Valerie Christianson  
Bernard Iacovangelo  
Don Johnson  
Nicholas Juskiw  
Stephen Tucciarello

**Members Excused:** Willie Lightfoot, Jr.

**Others Present:** David Damelio, Acting Director of Aviation  
Dan DeLaus, County Attorney  
Hope Christansen, Contracts, Leasing  
David Haas, Senior Management Analyst  
Philip Mancini, Assistant Treasurer  
Charles Turner, Assistant Secretary

The meeting was called to order by Chairperson Vazzana at 12:00 pm.

It was moved my Member Juskiw and seconded by Member Tucciarello that the minutes of November 15, 2006 be approved. The motion was passed unanimously 6-0.

**Introduction of New Board Member Don Johnson.** Mr. Johnson's appointment as a member of the Airport Authority was recently confirmed by the Monroe County Legislature and he was introduced by Acting Airport Director, David Damelio.

Mr. Johnson is the President and owner of Town and Country Travel 732 Pittsford Victor Road, Pittsford, NY 14534. Mr. Johnson expressed his pleasure and appreciation in being appointed to the Airport Authority and looks forward to working with all of the other Members. Chairperson Vazzana then moved to appoint Mr. Johnson to the Governance Committee. This motion was seconded by Member Iacovangelo and was passed unanimously 6-0.

**Authorize a Permit with Andre Shaw dba Shaw Superior Shoe Shine for Shoe Shine Services in the Terminal at the Greater Rochester International Airport.** Mr. Damelio explained the circumstances of this annual permit which is subject to renewal for a period of up to five years. It was moved by Member Juskiw and seconded by Member Christianson that Resolution No. 1 of 2007 be adopted. The motion was passed unanimously 6-0.

**Airline Incentive Program.** Mr. Damelio explained that the number of regional jets utilized at the airport has been increasing. It is the desire of the Administration to

provide incentives to the airlines to use larger aircraft in order to drive down the landing fees. The airport is also looking for new routes such as to Boston and other locations. This Incentive Program will provide a reimbursement to airlines utilizing full size aircraft during the period July 1, 2007 through June 30, 2008 for new flights to an existing market or a new market. The total amount reimbursed under this Incentive Program will not exceed \$1,000,000.00. Mr. Damelio indicated that incentives have been done at this airport previously and that FAA regulations require that all incentives be applied fairly and equally to all airlines. One of the purposes here is to provide an opportunity to open up new markets. Chairman Vazzana inquired about the financial obligation under this Incentive Program and Mr. Damelio stated that it will not exceed \$1,000,000.00. It was moved by Member Iacovangelo and seconded by Member Christianson that Resolution No. 2 of 2007 with the Airline Incentive Program attached thereto be approved. The motion was adopted unanimously 6-0.

**Treasurers Report.** Mr. Mancini indicated there was no report at this time. He did indicate that a meeting of the Audit Committee had occurred at 11:00 am immediately preceding the Authority meeting. Audit Committee Chairperson Valerie Christianson reported that the Committee had reviewed a number of Policies and they are considering the recommendation of additional policies regarding travel and a disbursement policy for consideration by the Authority. They will also be reviewing the draft audit report at their next meeting in March.

**Traffic Report.** Mr. Haas highlighted the report stating that total enplanements for the year 2006 was 1,430,000 passengers which was slightly below the total for 2005 but exceeded the number from 2004.

**Power Outage Report.** Mr. Damelio distributed a report to the Authority dated January 11, 2007. He stated that Siemens had been very cooperative in investigating the issue of the power outage on November 3, 2006. The report details the occurrences of the outage and its cause. It also provides for the investigation, testing, and solutions that have been developed as a result of the power outage. The repairs have been affected and all preliminary testing indicates that both generators will now operate correctly. A full terminal retest with RG&E is scheduled for Friday, January 19, 2007. As a further testing measure the airport will now be performing a self test every six months to ensure that the generators are operating properly. Mr. Damelio again emphasized that he was very pleased with the response by Siemens and also noted that the airlines were very cooperative as well as the passengers at the time of the outage. He will be providing this full report to the Monroe County Legislature.

**Directors Report.** Mr. Damelio noted the loss of the Boston market is being felt in the business community. This is one of the reasons the airport recommended the Incentive Program. They will be visiting with Air Tran next week.

Construction in the terminal is moving on schedule and they expect a June 1, 2007 completion date. The business center is taking shape. Phase 3 of the terminal renovation will involve flooring and lighting improvements.

The field construction in regard to the tunnels is ahead of schedule and he expects a September 1, 2007 completion date which would be four months early.

Two major projects in the field this summer will be under way shortly.

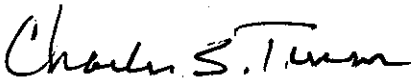
**Executive Session.** It was moved by Member Iacovangelo and seconded by Member Christianson that the Authority go into Executive Session for the purpose of discussion of litigation.

The Authority met in Executive Session.

It was moved by Member Iacovangelo and seconded by Member Christianson that the Authority come out of Executive Session and resume its regular meeting.

Meeting was adjourned at 1:00 pm.

Respectfully Submitted,



Charles S. Turner  
Assistant Secretary

Dated: Feb. 6, 2007

**MONROE COUNTY AIRPORT AUTHORITY**

**RESOLUTION NO. 1 OF 2007**

**AUTHORIZE AN ANNUAL PERMIT WITH ANDRE SHAW D/B/A SHAW  
SUPERIOR SHOE SHINE FOR SHOE SHINE SERVICES IN THE TERMINAL  
AT THE GREATER ROCHESTER INTERNATIONAL AIRPORT**

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY  
AIRPORT AUTHORITY, as follows:

Section 1. The Administrative Director of the Authority is hereby authorized to execute, for a period of up to five (5) years at the Director's sole discretion, an annual permit with Andre Shaw d/b/a Shaw Superior Shoe Shine to provide, in return for the privilege and opportunity of operating a shoe shine service at the Greater Rochester International Airport, the following:

- A. Use of the Authority's shoe shine stand in a non-fixed location on the secured side of the Terminal assigned by the Director of Aviation and which location may be changed from time to time as deemed necessary in response to needs of the public.
- B. An annual term of one (1) year commencing January 1, and expiring on December 31, beginning in the year 2007.

Section 2. This resolution shall take effect immediately.

ADOPTION: Dated: January 17, 2007

Vote: 6-0

I, Charles S. Turner, Assistant Secretary,  
Monroe County Airport Authority, do hereby  
certify that the within Resolution was duly adopted  
by the Monroe County Airport Authority at a General  
Meeting held January 17, 2007.

Dated:

*Jan. 16, 2007*  
*Charles S. Turner*

Charles S. Turner, Assistant Secretary

**MONROE COUNTY AIRPORT AUTHORITY**

**RESOLUTION NO. 2 of 2007**

**APPROVAL AND ADOPTION OF THE AIRLINE INCENTIVE PROGRAM**

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY AIRPORT AUTHORITY, as follows:

Section 1. The Monroe County Airport Authority hereby approves and adopts the Airline Incentive Program as presented at this meeting and attached hereto.

Section 2. This resolution shall take effect immediately.

ADOPTION: Dated: January 17, 2007

Vote: 6-0

I, Charles S. Turner, Assistant Secretary,  
Monroe County Airport Authority, do hereby  
certify that the within Resolution was duly adopted  
by the Monroe County Airport Authority at a General  
Meeting held January 17, 2007.

Dated: Feb. 6, 2007

*Charles S. Turner*

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Charles S. Turner, Assistant Secretary

**Minutes  
Monroe County Airport Authority  
Regular Meeting  
March 21, 2007**

**Present:** James Vazzana, Chairperson  
Valerie Christianson, Chairperson  
Bernard Iacovangelo  
Don Johnson  
Willie Lightfoot, Jr.

**Absent:** Nicholas Juskiw  
Stephen Tucciarello

**Others Present:** David Damelio, Acting Director of Aviation  
Hope Christansen, Contracts, Leasing  
Daniel DeLaus, County Attorney  
David Haas, Senior Management Analyst  
Philip Mancini, Assistant Treasurer  
Charles Turner, Assistant Secretary

The minutes of the meeting from January 17, 2007 were approved unanimously.

**Authorizing Amendment to Resolution No. 16 of 2006 Amending the Glycol Permit Contract to Extend the Date to May 31, 2007.** It was moved by Member Christianson and seconded by Member Tucciarello that Resolution No. 3 of 2007 be adopted. The motion was approved unanimously 5-0.

**Authorizing Expenditure in Amount Not to Exceed \$3,000 as Co-Sponsor of "Wings 2007".** It was moved by Member Tucciarello and seconded by Member Christianson that Resolution No. 4 of 2007 be adopted. Acting Director Damelio stated that this was the 6<sup>th</sup> year of the Authority's Co-Sponsorship of this event and that the amount expended will not exceed \$3,000. The motion was adopted unanimously 5-0.

**Authorizing Co-Sponsorship of the 1911 D.Glenn Pusher Replica With A Model of Aviator Blanche Stuart Scott Aboard, Dedication Event at the Greater Rochester International Airport.** It was moved by Member Iacovangelo and seconded by Member Christianson that Resolution No. 5 of 2007 be adopted. The motion was approved unanimously be adopted. It was presented by Acting Director Damelio that this is a community asset representing pilots of World War II and is now hanging in the terminal. The Authority co sponsored a lunch in recognition of this event. Chairperson Vazzana stated that he had been advised prior to the lunch of the co sponsorship and gave personal authority to go ahead and is now asking the Board for its gratification. Member

events he had attended and it was great to do. There were also thanks to Sam Cooper for his support. The motion was adopted unanimously 5-0.

**Approve Submission of Annual Report.** It was moved by Member Lightfoot and seconded by Member Christianson that Resolution No. 6 of 2007 be adopted. The Public Authorities Accountability Act requires that an annual report be submitted within 90 days after the close of the fiscal year which would be March 31, 2007. The motion was adopted unanimously 5-0.

**Treasurers Report.** Assistant Treasurer Philip Mancini indicated that there was nothing further to report beyond the meeting held by the Audit Committee immediately preceding the Board meeting. Chairperson Christianson reported that the Audit Committee had met and had reviewed the draft Audit and was recommending its submission to the Board at its next meeting.

**Director's Report.** Acting Director David Damelio reported in regard to construction that Phase I (Concourse A) is 75% completed and a mid June 2007 completion date is anticipated and Phase II is that the bidding stage with advertising for bids being published March 17, 2007 and a construction completion period of July 2007 through February 2008.

The bag makeup area is intended to pull the equipment out of the lobby for in line review of baggage. It's an estimated 4 million dollar construction cost and a hundred thousand per year operating cost.

In regard to field construction and tunnel project is preceding satisfactorily. They have met with FAA and are very happy with the results. The focus of construction will be on Runway and Taxiway improvements. Next major effort will be Runway reconstruction and rehabilitation.

The airlines contract expires at the end of 2007 and discussions will be underway extending this agreement.

In regard to parking there is a need to expand covered parking and exploring expanded the garage in 2008. Operations improved by new management. He noted that credit card fees of \$285,000 had been reduced to \$100,000.

He reported that the lobbying contract with Bolton St John expires in March of 2007 which have been lobbying at the State level. There will be a review of this as to the need to continue this contract in the future. He did not intend to issue an RFP at this time.

In regard to federal lobbying, Bruce Fennie & Associates was retained pursuant to the authorization and resolution 12 of 2005 which allows for a mutual extension. Mr. Damelio reported that a one year extension has been approved for this agreement. Bruce Fennie & Associates have been involved in securing significant funding for the airport. Consideration of this contract is \$22,500 per month plus expenses.

Member Lightfoot questioned regarding the completion of the business center. Director Damelio reported that it would be completed with Phase I in mid June and will be open to everyone.

In regard to the art it is presently in storage and will be replaced along with the Presidential Papers exhibit. It will not be going back to the same location.

**Traffic Report.** Mr. Haas indicated that the load factor was under 70% but consistent with 2006 figures. Landing weights are also consistent with 2006 figures. Buffalo was experiencing slight increase but overall we are better than other airports.

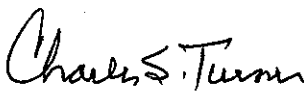
**Other Business.** Chairperson Vazzana reported that he was on a JetBlue flight which was extremely late and had mishandled the delay particularly to the elderly and to infirm. They wouldn't respond to questions. He recommends an apology be issued and he was making these remarks in his individual capacity and not as his capacity as Chairperson of the Authority. Mr. Haas stated that JetBlue has good personnel in Rochester and they do a good job. These issues will be shared with JetBlue.

Member Iacovangelo referred to the earth moving project in the North South Runway. There is no work on the runway itself. No plans to expand North South Runway and no need to expand.

In regard to other air services provided by the airport Director Damelio reported that efforts are under way to increase services to the west.

The meeting was adjourned at 2:00 pm. The next meeting is May 9, 2007 at 12:00 pm

Respectfully Submitted,

  
Charles S. Turner  
Assistant Secretary



**MONROE COUNTY AIRPORT AUTHORITY**

**RESOLUTION NO. 3 of 2007**

**AUTHORIZE AMENDMENT TO RESOLUTION NO. 16 OF 2006 AMENDING  
ANNUAL GLYCOL PERMITS**

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY AIRPORT  
AUTHORITY, as follows:

Section 1. Resolution No. 16 of 2006 is hereby amended as follows:

- A. To add after Fixed Based Operators "and others".
- B. To change the Effective dates to "September 15, 2006 to May 31, 2007".

Section 2. This resolution shall take effect immediately.

ADOPTION: Dated: March 21, 2007

Vote: 5-0

I, Charles S. Turner, Assistant Secretary,  
Monroe County Airport Authority, do hereby  
certify that the within Resolution was duly  
adopted by the Monroe County Airport Authority  
at a General Meeting held March 21, 2007.

Dated: 5-6-07



Charles S. Turner, Assistant Secretary

**MONROE COUNTY AIRPORT AUTHORITY**

**RESOLUTION NO. 4 of 2007**

**AUTHORIZING EXPENDITURE IN AMOUNT NOT TO EXCEED \$3,000 AS  
CO-SPONSOR OF "WINGS 2007"**

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY AIRPORT  
AUTHORITY, as follows:

Section 1. The Administration Director of the Monroe County Airport Authority is hereby authorized to expend an amount not to exceed \$3,000 on behalf of the Monroe County Airport Authority as Co-Sponsor of "Wings 2007" event to be held on May 4-5, 2007.

Section 2. This resolution shall take effect immediately.

ADOPTION: Date: March 21, 2007

Vote: 5-0

I, Charles S. Turner, Assistant Secretary,  
Monroe County Airport Authority, do hereby  
certify that the within Resolution was duly  
adopted by the Monroe County Airport Authority  
at a General Meeting held March 21, 2007.

Dated: 5-6-07



Charles S. Turner, Assistant Secretary

**MONROE COUNTY AIRPORT AUTHORITY**

**RESOLUTION NO. 5 of 2007**

**AUTHORIZING CO-SPONSORSHIP OF THE 1911 D GLENN PUSHER  
REPLICA WITH A MODEL OF AVIATOR BLANCHE STUART SCOTT  
ABOARD, DEDICATION EVENT AT THE GREATER ROCHESTER  
INTERNATIONAL AIRPORT**

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY AIRPORT  
AUTHORITY, as follows:

Section 1. The Administration Director of the Monroe County Airport Authority agrees to Co-Sponsor the Dedication Event of the 1911 D Glenn Pusher Replica held on March 15, 2007 and hereby authorizes an expenditure of not more than \$1,000 in connection with said sponsorship.

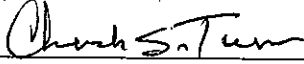
Section 2. This resolution shall take effect immediately.

ADOPTION: March 21, 2007

Vote: 5-0

I, Charles S. Turner, Assistant Secretary,  
Monroe County Airport Authority, do hereby  
certify that the within Resolution was duly  
adopted by the Monroe County Airport Authority  
at a General Meeting held March 21, 2007.

Dated:

*5-6-07*  
  
\_\_\_\_\_  
Charles S. Turner, Assistant Secretary

**MONROE COUNTY AIRPORT AUTHORITY**

**RESOLUTION NO. 6 OF 2007**

**APPROVE SUBMISSION OF ANNUAL REPORT**

BE IT RESOLVED BY THE MEMBES OF THE MONROE COUNTY AIRPORT AUTHORITY, as follows:

Section 1. Pursuant to Public Authorities Law Section 2800, the Administrative Director is hereby authorized and directed to file an annual report as required by statute and hereby approves the financial report (unaudited) for 2006 to be part of said report.


Section 2. This resolution shall take effect immediately.

ADOPTION: Dated: March 21, 2007

Vote: 5-0

I, Charles S. Turner, Assistant Secretary,  
Monroe County Airport Authority, do hereby  
certify that the within Resolution was duly  
adopted by the Monroe County Airport Authority  
at a General Meeting held March 21, 2007.

Dated: 5-6-07



Charles S. Turner, Assistant Secretary

**Minutes  
Monroe County Airport Authority  
Regular Meeting  
May 9, 2007**

**Present:** James Vazzana, Chairperson  
Nicholas Juskiw, Vice Chairperson  
Bernard J. Iacovangelo  
Valerie Christianson  
Don Johnson  
Willie J. Lightfoot, Jr.  
Stephen Tucciarello

**Absent:** Charles Turner, Assistant Secretary

**Others Present:** David P. Damelio, Acting Director of Aviation  
Hope Christensen, Contracts, Leasing  
Daniel DeLaus, County Attorney  
David Haas, Senior Management Analyst  
Stephen Gleason, Treasurer  
Philip Mancini, Assistant Treasurer  
Jennifer Dobson, Marketing & Public Relations Coord.

**Public Hearing:** Started at 12:07 pm.

**Public Hearing on a Resolution of the MCAA Authorizing a Contract with US Government Dept of Homeland Security Transportation Security Administration for Lease of Office Space in the Terminal at the Greater Rochester International Airport.** Member Lightfoot Jr. asked in what manner the public hearing was advertised. Hope Christensen reported that the public hearing was listed in the Rochester Business Journal and the Daily Record in compliance with all applicable laws. No speaking, no comments – closed.

**Public Hearing on a Resolution of the MCAA Authorizing a Contract with Paula Donuts Inc. D/B/A Dunkin Donuts for the Operation of Two Food Concessions in the Terminal at the Greater Rochester International Airport.** No speaking, no comments – closed. A motion to adjourn the public hearing was moved by Member Christianson and seconded by Member Juskiw.

**Public Hearing:** Ended at 12:09 pm.

The minutes of the meeting from March 21, 2007 were approved unanimously.

**Authorize a Contract with US Government Dept of Homeland Security Transportation Security Administration for Lease of Office Space in the Terminal at the Greater Rochester International Airport.**

It was moved by Member Tucciarello and seconded by Member Christianson that Resolution No. 7 of 2007 be adopted. It was presented by Acting Director Damelio that the office space is to support screening operations and staff at the Airport. The space would be leased for \$50 per square foot in line with terminal rent fees. The contract is for a five year term. The motion was approved unanimously 7-0.

**Authorize a Contract with Paula Donuts Inc D/B/A Dunkin Donuts for the Operation of Two Food Concessions in the Terminal at the Greater Rochester International Airport.**

It was moved by Member Christiansen and seconded by Member Iacovangelo that Resolution No. 8 be adopted. It was presented by Acting Director Damelio that the Airport issued an RFP for concession or food retail in the space previously occupied by Hickey Freeman and more recently the \$10 Boutique. Dunkin Donuts was the only response to the RFP; Tim Horton's pulled their RFP out. The proposal from Dunkin Donuts included a proposal for the vacant space as well as a cart kiosk operation near the exit of Concourse B and ticket lobby. The contract is for a five year term. Chairperson Vazzana inquired as to how this rent would compare to the rent collected by past occupants Hickey Freeman and the \$10 Boutique. Acting Director Damelio explained that the rent this space will generate is the most it will compared to the past. Chairperson Vazzana inquired as to if there are any personal guarantees. Acting Director Damelio responded no. Member Iacovangelo inquired as to whether there are any exclusivity clauses. Acting Director Damelio explained for specialty coffees there would be, but that Dunkin Donuts does not offer specialty coffees. The motion was approved unanimously 7-0.

**Authorize Signatory Airline Contract Extension.** It was moved by Vice Chairperson Juskiw and seconded by Member Iacovangelo that Resolution No. 9 of 2007 be adopted. It was presented by Acting Director Damelio that the current Signatory Airline contract will expire Dec. 31, 2007. The Airport is working with Airline property managers to amend the contract. Acting Director Damelio stated that it is in the best interest of the Authority and the Airport to extend the contract because it protects the County and the Airport from having to absorb unforeseen costs. Chairperson Vazzana asked if the Airlines were aware of the contract extension and if the contract includes US Airways. Acting Director Damelio answered yes on both accounts. Member Tucciarello confirmed that this will extend the current contract and create a risk free proposal for the Airport. Acting Director Damelio answered yes on both accounts. The motion was approved unanimously 7-0

**Authorize a Remote Check Deposit Service Agreement with Manufacturers and Traders Trust Company for the Implementation of Remote Check Deposit.** It was moved by Member Tucciarello and seconded by Member Johnson that Resolution No. 10 of 2007 be adopted. . It was presented by Treasurer Gleason that this agreement will allow the Airport to scan checks for deposit versus mailing checks to M&T Bank. This process utilizes current technology available and will be a cost saving initiative.

Assistant Treasurer Mancini explained that the remote check deposit service will eliminate desk float, depository float and decrease turn around time for NSF checks. Chairperson Vazzana mentioned that he presumed this service was without cost to the Airport. Assistant Treasurer Mancini noted the only cost would be of the scanning device. Member Lightfoot Jr. inquired as to whether there would still be a paper trail for the checks and if the checks would still be considered live after the electronic scan. Assistant Treasurer Mancini noted that checks would be marked so that they would not be considered live. Member Iacovangelo inquired as to whether the checks would be kept on file for the prescribed period recommended for maintaining records. Assistant Treasurer Mancini responded yes. The motion was approved unanimously 7-0.

**Treasurers Report:** Treasurer Gleason reported that year end reports had been filed with the State and Federal government based on draft financials.

**Audit Committee Report:** It was moved by Member Johnson and seconded by Member Iacovangelo that the policies for travel, investment and disbursement as recommended by the Audit Committee Report be approved. The motion was adopted unanimously 7-0. Member Christiansen reported that prior to the last several meetings the Audit Committee had met and reviewed the travel policy, investment policy and disbursement policy for the Authority and the Committee recommended that those policies be put into approval.

**Traffic Report:** Senior Management Analyst Haas indicated that the 1<sup>st</sup> Quarter 2007 remains solid and that as of this time, April 2007 figures are not in yet. YTD 2007 are approximately comparative to 2006 only .5% below. March 2007 was exceptionally strong and both January and February 2007 had above 100,000 enplanements. Load factors for March 2007 and 2006 consistent. Landing weights are up. Trips were about .5% below 2006. The decrease can be attributed to the winter storm weather. Chairperson Vazzana asked how ROC compared to BUF and SYR. Member Lightfoot Jr. asked that a comparison slide be included at the meetings since we use comparison information frequently. Acting Director Damelio indicated that we could include a comparison information slide in the future.

**Directors Report:** Acting Director Damelio reiterated the exciting announcement that AirTran Airways will be starting non stop service to Las Vegas, Nevada effective August 15, 2007. This is the first time this market is being served non stop from Rochester and it positions ROC well, compared to BUF, as it directly competes with the non stop service Southwest offers to Las Vegas, Nevada out of BUF.

The Acting Director also noted that the Airport is continuing to pursue low fare carrier service out of Rochester with a focus on travel to western markets.

The Acting Director provided the board with a parking update. Despite 1Q 2007 enplanements being 1% lower than YTD 2006, the new parking operator has reported a 15% decrease in expenses and an 8% increase in profits. This is positive news for this source of non airline revenue for the Airport. Vice Chairperson Juskiw inquired as to how valet parking is going. The Acting Director reported that it is doing well and being

utilized by all travelers: families, women and seniors. The Acting Director also noted that the \$20 valet fee is much cheaper here in ROC than compared to other airports.

The Acting Director reported a personnel update. Effective May 28, 2007 Bill Johnston will be joining the Airport staff as Project Manager for all terminal construction and airfield construction. Mr. Johnston brings with him over 25 years of experience working for another contractor and has much experience working here at the Airport.

The Acting Director provided the board with a construction update. Phase one construction is slated for completion on time in mid June. The renovation includes: Business Center, Children's play area and café offering wireless internet and phone connections. Also being phased into the terminal is the visual paging and video phones for the deaf and hard of hearing community. Visual paging is being phased throughout the terminal and video phones will be located in both the public and secure areas of the terminal. Phase two will begin in August and includes improving vertical circulation throughout the terminal. This phase will take approximately 10 months and includes moving the baggage equipment in the ticket lobby to the baggage makeup area downstairs. Airfield construction has started back up and the Runway Safety Area project is slated for completion, on time in September 2007.

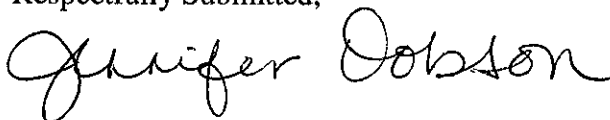
The Acting Director reported the Wings Aviation Expo & Fly In was held this past weekend. In speaking with members of the FAA that attended the event, the FAA mentioned how impressed they were with the Airport's improvement in safety. ROC is now in the top 5 safest Airport's in the country for low runway incursions.

Finally, a student art exhibit has been unveiled in the public observatory at the Airport. This project allows for every high school throughout the County and City to display high school students art projects. The display showcases 2 schools per month, is a permanent display in the Airport and will rotate student work regularly.

**Other Business:** None

The meeting was adjourned at 12:45 pm. The next meeting will be July 18, 2007.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Jennifer Dobson". The signature is written in dark ink and is positioned above the printed name and title.

Jennifer Dobson  
Acting Secretary



**MONROE COUNTY AIRPORT AUTHORITY**

**RESOLUTION NO. 7 OF 2007**

**AUTHORIZE A CONTRACT WITH US GOVERNMENT DEPARTMENT OF  
HOMELAND SECURITY TRANSPORTATION SECURITY ADMINISTRATION  
FOR LEASE OF OFFICE SPACE IN THE TERMINAL AT THE GREATER  
ROCHESTER INTERNATIONAL AIRPORT**

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY AIRPORT  
AUTHORITY, as follows:

Section 1. The County Executive, or her designee, is hereby authorized to execute, as agent for the Authority, a lease with the US Government Department of Homeland Security Transportation Security Administration (TSA) to provide for the following:

- A. Lease of office space comprised of approximately 445 square feet on the second floor of the Terminal adjacent to the Security Checkpoint for use by the TSA Screening Manager.
- B. A term commencing July 1, 2007 and expiring on June 30, 2013 which may be renewed annually for four (4) successive one-year terms upon mutual consent of both parties.
- C. An annual rent of \$22,561.50 that will be increased to \$25,810.00 upon the first renewal.

Section 2. This resolution shall take effect immediately.

ADOPTION: Dated: May 9, 2007

Vote: 7-0

I, Charles S. Turner, Assistant Secretary,  
Monroe County Airport Authority, do hereby  
Certify that the within Resolution was duly  
Adopted by the Monroe County Airport  
Authority at a General Meeting held May 9, 2007.

Dated: 5-21-07



Charles S. Turner, Assistant Secretary

**MONROE COUNTY AIRPORT AUTHORITY**

**RESOLUTION NO. 8 OF 2007**

**AUTHORIZE A CONTRACT WITH PAULA DONUTS INC. D/B/A DUNKIN DONUTS FOR THE OPERATION OF TWO FOOD CONCESSIONS IN THE TERMINAL AT THE GREATER ROCHESTER INTERNATIONAL AIRPORT**

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY AIRPORT AUTHORITY, as follows:

Section 1. The County Executive, or her designee, is hereby authorized to execute, as agent for the Authority, a Concession Agreement with Paula Donuts Inc. d/b/a Dunkin Donuts for the operation of two Dunkin Donut concessions in the Terminal of the Greater Rochester International Airport to provide for the following:

- A. A premises consisting of 1) a store located at the west end of the Food Court on the second floor behind the Security Checkpoint, 2) a mobile food cart location on the public side east end of the second floor and 3) a small storage area.
- B. A term commencing upon execution of the contract and expiring on December 31, 2012 which may be renewed for one successive term up to three years upon mutual consent of both parties.
- C. Concession fees to be paid for both food concessions will be the higher of a minimum annual guarantee (MAG) or a percentage of the annual gross revenues for food and beverages as follows:

		<u>Storefront</u>	and	<u>Food Cart</u>	
MAG	Year 1	\$25,000		\$12,000	
	Year 2	\$26,000		\$12,000	
	Year 3	\$27,000		\$13,000	
	Year 4	\$28,000		\$13,000	
	Year 5	\$29,000		\$14,000	
OR		10%		9%	of annual gross revenues

- D. An investment by Paula Donuts Inc. of at least \$130,000 for the Food Court location and of at \$75,000 for the Mobile Food Cart location.

Section 2. This resolution shall take effect immediately.

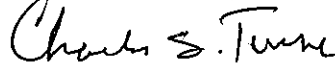
ADOPTION: Dated: May 9, 2007

Vote: 7-0

Page 2  
Resolution No. 8 of 2007  
Paula Donuts Inc D/B/A  
Dunkin Donuts

I, Charles S. Turner, Assistant Secretary,  
Monroe County Airport Authority, do hereby  
Certify that the within Resolution was duly  
Adopted by the Monroe County Airport  
Authority at a General Meeting held May 9, 2007.

Dated: 5-21-07



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Charles S. Turner, Assistant Secretary

**MONROE COUNTY AIRPORT AUTHORITY**

**RESOLUTION NO. 9 OF 2007**

**AUTHORIZE SIGNATORY AIRLINE CONTRACT EXTENSION**

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY AIRPORT AUTHORITY, as follows:

Section 1. The County Executive, or her designee, is hereby authorized to execute a signatory airlines contract extension.

- a. The definition of a affiliate airline has been modified as attached hereto.
- b. The term of the contract is extended for three (3) years from January 1, 2008 to December 31, 2010.
- c. All other terms and conditions of the contract remain the same.

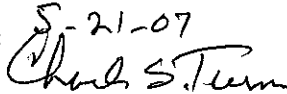
Section 2. This resolution shall take effect immediately.

ADOPTION: Dated: May 9, 2007

Vote: 7-0

I, Charles S. Turner, Assistant Secretary,  
Monroe County Airport Authority, do hereby  
Certify that the within Resolution was duly  
Adopted by the Monroe County Airport  
Authority at a General Meeting held May 9, 2007.

Dated:

5-21-07  


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Charles S. Turner, Assistant Secretary

**MONROE COUNTY AIRPORT AUTHORITY**

**RESOLUTION NO. 10 OF 2007**

**AUTHORIZE A REMOTE CHECK DEPOSIT SERVICE AGREEMENT WITH  
MANUFACTURERS AND TRADERS TRUST COMPANY FOR THE  
IMPLEMENTATION OF REMOTE CHECK DEPOSIT**

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY AIRPORT  
AUTHORITY, as follows:

Section 1. The Treasurer or his designee is hereby authorized to execute a remote check deposit service agreement with Manufacturers and Traders Trust Company for the implementation of remote check deposit.

Section 2. This resolution shall take effect immediately.

ADOPTION: May 9, 2007

Vote: 7-0

I, Charles S. Turner, Assistant Secretary,  
Monroe County Airport Authority, do hereby  
Certify that the within Resolution was duly  
Adopted by the Monroe County Airport  
Authority at a General Meeting held May 9, 2007.

Dated:

5-21-07



Charles S. Turner, Assistant Secretary

**Minutes  
Monroe County Airport Authority  
Regular Meeting  
July 18, 2007**

**Present:** James Vazzana, Chairperson  
Nicholas Juskiw, Vice Chairperson  
Valerie Christianson  
Bernard J. Iacovangelo  
Don Johnson  
Willie J. Lightfoot, Jr.

**Absent:** Charles Turner, Assistant Secretary  
Stephen Tucciarello

**Others Present:** David P. Damelio, Acting Director of Aviation  
Hope Christansen, Contracts, Leasing  
Daniel DeLaus, County Attorney  
Jennifer Dobson, Marketing & Public Relations Coordinator  
Stephen Gleason, Treasurer  
David Haas, Senior Management Analyst  
Philip Mancini, Assistant Treasurer  
The meeting started at 12:06 pm.

The minutes of the meeting from May 9, 2007 were approved unanimously.

**Approval and Adoption of the Amended Airline Incentive Program.** It was moved by Member Lightfoot and seconded by Member Juskiw that Resolution No. 11 of 2007 be adopted. It was presented by Acting Director Damelio that the incentive program is a tool for the airport to attract additional airline service and new markets. The amendment adjusts the incentive so that it is not based on aircraft size and can be offered to current airlines as well as new airlines. The motion was approved unanimously 6-0.

**Approval and adoption of Bonadio & Co., LLP as Outside Auditors for Monroe County Airport Authority for the Years 2007, 2008 and 2009.** It was moved by Member Iacovangelo and seconded by Member Christianson that Resolution No 12 of 2007 be adopted. It was presented by Acting Director Damelio that the Airport would like to extend their current contract with Bonadio. The Airport is pleased with the value they are getting for the cost of service. Cost will not exceed \$32,000 for 2007, \$33,600 for 2008 and \$35,300 for 2009. The motion was approved unanimously 6-0.

**Audit Committee Report:** Member Christiansen reported that the audit committee went over the draft PFC, investment and policy performance. All items are in order. Assistant

Treasurer Mancini noted that copies of the final report will be given to members at the next meeting.

**Traffic Report:** Senior Management Analyst Haas reported that 2007 enplanements are very strong. June 2007 almost reached record level enplanement numbers from June 2005. June 2007 surpassed June 2006, in terms of enplanements indicating that 2007 has been a healthy year for enplanement activity. Mr. Haas presented to members a chart comparing enplanement activity at ROC to that of BUF and SYR, as members had requested. BUF traffic is higher due to Southwest's presence in their market comprises 21% of their total traffic; US Airways comprises an additional 21%. SYR has approximately 100,000 enplanements per month and ROC has over 100,000 enplanements per month. This positions ROC between BUF and SYR for monthly enplanement activity. Member Lightfoot asked for the definition of enplanements. Mr. Haas explained it is calculated as the number of passengers who board aircraft per month here in ROC. Load factors are high and good compared to 2005 and 2006 numbers. Chairperson Vazzana asked when AirTran Airways was starting their direct service to LAS. Mr. Haas reported Aug. 15<sup>th</sup>, 2007.

**Directors Report:** Acting Director Damelio reported the Construction Phase I is approximately 10 days from completion. Members will be notified of any grand opening/ribbon cutting event plans for that area when further information is available. The improvements have benefits for all types of passengers: business center, children's play area, family sitting areas, video paging and additional elevator service on the concourse.

The Acting Director also reported that Construction Phase II will start mid August and will affect the upper and lower front of the terminal. Bids have already been published and open.

The Acting Director noted that the roof construction is approximately 30 days away from completion. This is approximately 380,000 square feet of roofing work.

The Acting Director reported that the North Ramp project is underway to replace old pavement where the airplanes park. Airlines are happy with the progress of this project despite minor changes in their ground operations.

The Acting Director reported the Runway 10/28 safety area project will be completed in compliance with the FAA guidelines. The airside roadway will be operational by the end of August so that the field crew can complete necessary airfield work in preparation for winter months.

Last week, the Acting Director visited the FAA and reviewed the ROC Airport plan & upcoming runway projects. Later this month, the Acting Director will be traveling to Washington DC to interview prospective consultants to help the Airport enhance current airline service and attract additional service. Consulting firms provide support to the

Acting Director and Marketing staff with industrial trends, area demographic information etc, to interface with key airline representatives.

Chairperson Vazzana asked if the security measures have increased for ROC in the last 30 days. Acting Director Damelio reported that ROC was at a heightened orange for a few days and now is back at orange. He said that nationally Homeland Security is working on a new labeling method for threats. The heightened security included more K-9's for ROC and more vehicle inspections.

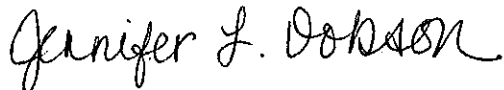
Chairperson Vazzana asked if there were more delays as a result. Acting Director Damelio reported that weather delays have occurred but ROC has not seen widespread delays due to security concerns. There have been an increasing number of passengers traveling this summer; the checkpoint has been busier at times. The Airport is constructing a cell phone lot to alleviate traffic jams in front of the Airport on terminal roadways allowing for more passenger convenience and better safety.

Chairperson Vazzana asked how valet parking was doing. Acting Director Damelio reported that valet parking continues to do well, has a steady clientele despite summer months. Valet is popular with female business travelers.

**Other Business:** Chairperson Vazzana congratulated Vice Chairperson Juskiw who was recently the 2007 Recipient of the Michael D. Spoleta Humanitarian Award. Chairperson Vazzana noted that anyone who follows in Spoleta's footsteps is to be commended.

The meeting was adjourned at 12:24 pm. The next meeting will be September 19, 2007.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Jennifer L. Dobson".

Jennifer Dobson  
Acting Secretary



**MONROE COUNTY AIRPORT AUTHORITY**

**RESOLUTION NO. 11 of 2007**

**APPROVAL AND ADOPTION OF THE AMENDED AIRLINE INCENTIVE PROGRAM**

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY AIRPORT AUTHORITY, as follows

Section 1. The Monroe County Airport Authority hereby approves and adopts the Amended Airline Incentive Program as presented at this meeting and attached hereto.

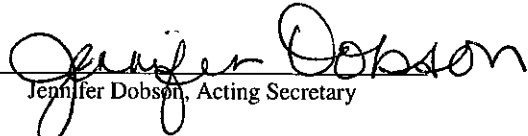
Section 2. This resolution shall take effect immediately.

ADOPTION: Dated: July 18, 2007

Vote: 6-0

I, Jennifer Dobson, Acting Secretary,  
Monroe County Airport Authority, do  
Hereby certify that the within Resolution  
Was duly adopted by the Monroe County  
Airport Authority at a General Meeting held  
July 18, 2007.

Dated:

  
Jennifer Dobson, Acting Secretary

**2007 MONROE COUNTY AIRPORT AUTHORITY  
AIRLINE INCENTIVE PROGRAM**

**Purpose: To encourage air carriers serving the Greater Rochester International Airport to initiate or enhance service in new or existing markets by adding flights with full size aircraft.**

**REQUIREMENTS:**

- 1. Total Incentive Package to be capped at \$1,000,000.**
- 2. Eligible Airline Service will have Landing Fees reimbursed at the current Signatory Landing Fee in effect at the time of travel for flights on eligible aircraft from July 1, 2007 through December 31, 2008.**
- 3. The July 1, 2007 flight schedule as printed in the Official Airline Guide for each airline will be acknowledged as the base period for each eligible airline in the Incentive Program. New flights served with full size aircraft to an existing market served by the airline from Rochester, New York and/or new flights with full size aircraft to a completely new market by the airline from Rochester, New York will be eligible for the incentive.**
- 4. All carriers serving Rochester, New York as of December 1, 2006 are eligible. New carriers initiating service during the Incentive Program time frame will be eligible.**
- 5. In the event the projected additional incentives would exceed the \$1,000,000 cap, the eligible air carriers would then receive a proportional share amount of the \$1,000,000 that is to be based upon the number of new flights provided by each carrier during the Incentive Program time period. Total reimbursement for the Incentive Program will not exceed \$1,000,000.**

**MONROE COUNTY AIRPORT AUTHORITY**

**RESOLUTION NO. 12 of 2007**

**APPROVAL AND ADOPTION OF BONADIO & CO., LLP AS OUTSIDE AUDITORS  
FOR MONROE COUNTY AIRPORT AUTHORITY FOR THE YEARS 2007, 2008, AND  
2009**

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY AIRPORT  
AUTHORITY, as follows:

Section 1. The Monroe County Airport Authority hereby appoints the certified public accounting firm of Bonadio & Co., LLP, 171 Sullys Trail, Pittsford, NY 14534 to serve as independent outside auditors of the Authority for the calendar years 2007, 2008 and 2009 to include a debt compliance letter and the examination reports on Passenger Facility Charges and investment compliance.

Section 2. The Authority hereby authorizes the Treasurer of the Authority to extend the Agreement with Bonadio & Co, LLP to provide the aforementioned services for a sum not to exceed \$32,000 for 2007, \$33,600 for 2008 and \$35,300 for 2009.

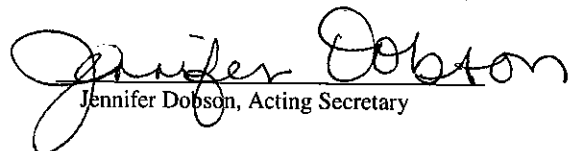
Section 3. This resolution shall take effect immediately.

ADOPTION: Date: July 18, 2007

Vote: 6-0

I, Jennifer Dobson, Acting Secretary,  
Monroe County Airport Authority, do  
Hereby certify that the within Resolution  
Was duly adopted by the Monroe County  
Airport Authority at a General Meeting held  
July 18, 2007.

Dated:

  
Jennifer Dobson, Acting Secretary

**Minutes  
Monroe County Airport Authority  
Regular Meeting  
September 20, 2007**

**Present:** James Vazzana, Chairperson  
Valerie Christianson  
Bernard J. Iacovangelo  
Stephen Tucciarello

**Absent:** Nicholas Juskiw, Vice Chairperson  
Don Johnson  
Willie J. Lightfoot, Jr.

**Others Present:** David P. Damelio, Director of Aviation  
Hope Christansen, Contracts-Leasing  
Stephen Gleason, Treasurer  
Philip Mancini, Assistant Treasurer  
Chuck Turner, Assistant Secretary

The meeting was called to order by Chairperson, Vazzana at 12:00 pm.

It was moved by Member Christianson and seconded by Member Iacovangelo that the minutes of July 18, 2007 meeting be approved. Motion was adopted unanimously 4-0.

**Authorizing Contract with Megadata Corporation for Auditing Airline Landing Data Used for Calculating Airline Landing Fees:** Director, David Damelio stated that several other airports are using this service. It is not been used here before but it is working in such places as Boston and Orlando. If a contract for annual services is entered into it will be done by the County and the \$5,000 cost authorized by this resolution will be credited against the annual fee. It was moved by Member Tucciarello and seconded by Member Iacovangelo that Resolution No. 13 of 2007 be adopted. Motion was passed unanimously 4-0.

**Authorize a Contract with Seabury Airline Planning Group, LLC for Professional Consulting Services:** Mr. Damelio indicated that an RFP was issued with ten responses. The top four were interviewed. Seabury was selected as the most qualified. They have already had a meeting at the airport with six to seven projects being contemplated. Chairperson Vazzana indicated that he had occasion to meet with representatives of Seabury and was very impressed with their qualifications. Their base is in Virginia. It was moved by Member Iacovangelo and seconded by Member Christianson that Resolution No. 14 of 2007 be adopted. The motion was passed unanimously 4-0.

**Authorize a Contract with MTB Investment Advisors, Inc for Professional Consulting Services:** Director Damelio indicated that there were five to six responses to an RFP. A selection committee reviewed the responses and is recommending MTB as the most qualified. They work out of Baltimore although they have a presence in Monroe County through M&T Bank. MTB had the second lowest fee. The proposal with the lowest fee was incomplete and therefore rejected as non responsive. MTB has a good track record and they do other Authorities such as Onondaga County Water Authority. References were checked. Financial Statements were provided to the Authority. It was moved by Member Christianson and seconded by Member Iacovangelo that Resolution No. 15 of 2007 be adopted. The motion was passed unanimously 4-0.

**Approval and Adoption of the 2008 Annual Budget and Report:** Treasurer Steve Gleason indicated that it is necessary to submit this report to the Authority Budget Office by November 1, 2007. It is subject to adoption of the County Budget presently scheduled for November. The budget overall is up a modest 1.2 %. The matter had been reviewed by the Audit Committee and who recommended its adoption. It was moved by Member Iacovangelo and seconded by Member Tucciarello that Resolution No. 16 of 2007 be adopted. The motion was passed unanimously 4-0

**Audit Committee Report:** Chairperson Christianson said that the audit committee is considering a variety of matters including audits of revenue sources to the airport. They had reviewed the proposed budget and recommended its adoption.

**Traffic Report:** Director Damelio stated that August 2007 was the biggest August ever in terms of traffic and the second biggest month all time at the airport. United is up 25 % from July to August. The top three in terms of volume is USAir, AirTran and JetBlue

The airlines have not yet signed their contracts but a conference call is being scheduled for October 1, 2007. Some are presently ready to sign. There will be minor modifications to the contract but he believes they will all eventually sign an extension of the current agreement.

All airlines are relatively current in payment of rates and charges. Many are on auto pay.

**Directors Report:** Director Damelio reported that Phase II of construction in the front of the terminal will be proceeding with new escalators on each end, new elevators at the end of each ticket counter and replacing all of the remaining flooring.

It has been agreed that the Veterans Memorial will cover all wars not just the Vietnam war and will be located on the lower west end of the terminal.

The baggage area will be removed from the lobby.

Negotiations are presently under way for an air show in 2008 and the airport should receive a confirmation by December 1, 2007 whether a show can be scheduled. Director

Damelio is scheduled to visit more air carriers and in the process of developing good will for the airport.

Chairperson Vazzana asked about the impact of the AirTran report by the State Comptroller on other carriers. Mr. Damelio stated that there really has been no feed back from the other carriers since incentives are standard in other markets. He has spoken with the local managers and no problems have been reported.

Member Iacovangelo stated whether scheduling problems, which have afflicted other airports, have been occurring in Rochester. Director Damelio reported that except as the airport is affected by late scheduling out of other airports Rochester has been relatively on time. The airlines are experiencing high load factors.

Next meeting is scheduled for November 7, 2007 at 12:00 pm. This is a change from the prior schedule of November 21, 2007. The meeting was adjourned at 1:00 pm.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Charles S. Turner".

Charles S. Turner  
Assistant Secretary

Dated: October 1, 2007

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. 13 OF 2007

AUTHORIZING CONTRACT WITH MEGADATA CORPORATION FOR  
AUDITING AIRLINE LANDING DATA USED FOR CALCULATING AIRLINE  
LANDING FEES

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY AIRPORT  
AUTHORITY, as follows:

Section 1. The Monroe County Airport Authority hereby authorizes the Administrative Director of the Authority to execute a contract, and any amendments thereto, with Megadata Corporation for auditing airline landing data for two months using the PASSUR software system in the amount of \$5,000. The audit fee is to be applied to the annual subscription service if the airport chooses to execute an annual subscription.

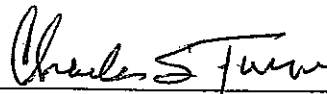
Section 2. This resolution shall take effect immediately.

ADOPTION: Dated: September 20, 2007

Vote: 4-0

I, Charles S. Turner, Assistant Secretary,  
Monroe County Airport Authority, do hereby  
Certify that the within Resolution was duly  
Adopted by the Monroe County Airport  
Authority at a General Meeting held  
September 20, 2007.

Dated: Oct 1, 2007



Charles S. Turner, Assistant Secretary

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. 14 of 2007

AUTHORIZE A CONTRACT WITH SEABURY AIRLINE PLANNING GROUP,  
LLC FOR PROFESSIONAL CONSULTING SERVICES

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY AIRPORT  
AUTHORITY, as follows:

Section 1. The Monroe County Airport Authority hereby authorizes the Administrative Director of the Authority to execute a contract and any amendments thereto with Seabury Airline Planning Group, LLC for consulting services to develop and enhance air carrier services at the Greater Rochester International Airport with the following provisions:

- A. The initial term shall be for a one (1) year period with options to renew annually for up to four (4) additional one-year terms at the sole discretion of the Authority.
- B. A description and budget for each service and project must be submitted by the contractor to the Administrator Director for pre-approval; and
- C. Total annual expenses and compensation cannot exceed \$100,000 for the initial term.

Section 2. This resolution shall take effect immediately.

ADOPTION: Dated: September 20, 2007

Vote: 4-0

I, Charles S. Turner, Assistant Secretary,  
Monroe County Airport Authority, do hereby  
Certify that the within Resolution was duly  
Adopted by the Monroe County Airport  
Authority at a General Meeting held  
September 20, 2007.

Dated: *Oct. 1, 2007*

*Charles S. Turner*

Charles S. Turner, Assistant Secretary



MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. 15 of 2007

**AUTHORIZE A CONTRACT WITH MTB INVESTMENT ADVISORS, INC.  
FOR PROFESSIONAL CONSULTING SERVICES**

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY AIRPORT AUTHORITY, as follows:

Section 1. The Monroe County Airport Authority hereby authorizes the Administrative Director of the Authority to execute a contract and any amendments thereto with MTB Investment Advisors, Inc. for investment advisory services with the following provisions:

- A. The initial term shall be for a two (2) year period with options to renew annually for up to three (3) additional one-year terms at the sole discretion of the Authority.
- B. Expenses and compensation shall be in accord with the fee schedule submitted in the contractor's Statement of Qualifications which shall be attached to and made a part of the contract and is attached to this resolution.

Section 2. This resolution shall take effect immediately.

ADOPTION: Dated: September 20, 2007

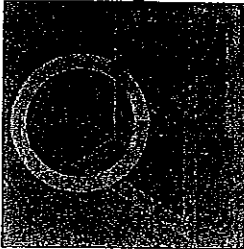
Vote: 4-0

I, Charles S. Turner, Assistant Secretary,  
Monroe County Airport Authority, do hereby  
Certify that the within Resolution was duly  
Adopted by the Monroe County Airport  
Authority at a General Meeting held  
September 20, 2007.

Dated: *Oct 1, 2007*

*Charles S. Turner*

Charles S. Turner, Assistant Secretary



# Enhanced Cash - Investment Management Fee Schedule

## INVESTMENT MANAGEMENT SERVICES

Compensation to MTB Investment Advisors, Inc. for providing short term fixed income management services will be calculated monthly based on the daily average balance of assets under management, in accordance with the following schedule:

### ANNUAL FEE ON MARKET VALUE OF ASSETS:

- 0.25% (25 basis points) on the first \$5-\$10 million
- 0.15% (15 basis points) on the next \$15 million
- 0.12% (12 basis points) on the next \$25 million
- 0.10% (10 basis points) on the balance

Fees will be assessed on a monthly basis

Minimum Average Annual Asset Size:	\$5 million*
Minimum Annual Fee:	\$10,000

\* The minimum average annual asset size is determined annually at the 12 month anniversary date of the account opening..

MTB Investment Advisors

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. 16 OF 2007

ADOPTION OF THE 2008 BUDGET

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY AIRPORT AUTHORITY, as follows:

Section 1. The 2008 Budget, in the form presented to the Authority and attached hereto is adopted.

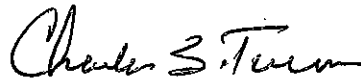
Section 2. This resolution shall take effect immediately.

ADOPTION: Dated: September 20, 2007

Vote: 4-0

I, Charles S. Turner, Assistant Secretary,  
Monroe County Airport Authority, do hereby  
Certify that the within Resolution was duly  
Adopted by the Monroe County Airport  
Authority at a General Meeting held  
September 20, 2007.

Dated: Oct. 1, 2007



Charles S. Turner, Assistant Secretary

# MONROE COUNTY AIRPORT AUTHORITY

THE 2008 PROPOSED MCAA REVENUE FUND BUDGET AND ANALYSIS IS AS FOLLOWS:

	2007 ESTIMATE	2008 BUDGET	Increase <decreases>
PROFESSIONAL SERVICES	\$ 570,000	\$ 600,000	\$ 30,000
OTHER EXPENSES	45,000	50,000	5,000
COUNTY OPERATION & MAINTENANCE	16,126,012	16,664,122	538,110
COUNTY SUBORDINATED DEBT-PRINCIPAL	526,007	835,120	309,113
COUNTY SUBORDINATED DEBT-INTEREST	1,015,940	1,189,924	173,984
REVENUE & REFUNDING BOND DEBT SERVICE	8,239,719	8,212,386	(27,333)
AMORTIZATION OF ISSUANCE COSTS	867,658	814,156	(53,502)
TRANSFER TO RENEWAL & REPLACEMENT FUND	3,006,667	2,506,250	(500,417)
TRANSFER TO OPERATION & MAINT. RESERVE FUN	161,672	0	(161,672)
TOTAL	\$ 30,558,676	\$ 30,871,958	\$ 313,282

THE ATTACHED TABLES PROVIDE THE DETAIL ON HOW THE NUMBERS WERE CALCULATED.

THE COUNTY BUDGET HAS NOT BEEN PROPOSED.

THE 2008 RATES AND CHARGES MATERIAL TO BE PROVIDED

## FUND AND ITEM

## 2008 BUDGET REQUIREMENT

RENEWAL & REPLACEMENT FUND:				
2008 AUTHORIZED SPENDING		\$	2,600,000	
LESS: ESTIMATED INTEREST EARNINGS @	3.75%		<u>93,750</u>	
NET REQUIREMENT			\$	<u>2,506,250</u>
OPERATION & MAINTENANCE RESERVE FUND:				
AIRPORT ENTERPRISE FUND BUDGET		\$	18,765,066	
LESS: S/O 6000 & 7000 (DEBT SERVICE)			<u>2,100,944</u>	
PLUS: MCAA PROFESSIONAL SERVICES & OTHER EXPENSES			<u>650,000</u>	
BALANCE TO BE RESERVED		\$	<u>17,314,122</u>	
RESERVE REQUIREMENT (1/6 OF ABOVE)			\$	2,885,686
LESS: 12/31/07 ESTIMATED BALANCE		\$	2,781,384	
INTEREST @	3.75%		<u>104,302</u>	
NET REQUIREMENT			\$	<u>0</u>
RENT TO COUNTY:				
S/O 6000 PRINCIPAL		\$	1,144,233	
S/O 7000 INTEREST			<u>1,238,417</u>	
TOTAL		\$	<u>2,382,650</u>	
LESS FUEL FARM REVENUE			<u>(357,606)</u>	
TOTAL			\$	<u>2,025,044</u>
MCAA DEBT SERVICE:				
TERMINAL		\$	6,834,151	
AUTO PARKING			<u>1,781,591</u>	
AIRFIELD			6,639	
FREIGHT SERVICE			0	
GENERAL AVIATION			<u>0</u>	
TOTAL		\$	8,622,381	
LESS: INTEREST ON DEBT SERV FND @	3.75%		80,835	
INTEREST ON DBT SRV RSRV FND @	3.75%		<u>329,160</u>	
NET REQUIREMENT			\$	<u>8,212,386</u>

PROFESSIONAL SERVICES:

AVIATION PLANNING & CONSULTANTS  
AUDITORS  
COUNTY ATTORNEY  
COUNTY FINANCE DEPT  
TRUSTEE AND OTHER SERVICES

\$ 400,000  
40,000  
75,000  
75,000  
10,000

TOTAL

\$ 600,000

OTHER EXPENSES:

AIR SHOW  
BOARD EXPENSES  
TRAVEL

\$ 25,000  
10,000  
15,000

\$ 50,000

TOTAL AUTHORITY EXPENSES

\$ 650,000

**Minutes  
Monroe County Airport Authority  
December 12, 2007**

**Members Present:** James Vazzana, Chairperson  
Valerie Christianson  
Bernie Iacovangelo  
Nicholas Juskiw  
Stephen Tucciarello

**Others Present:** David Damelio, Director of Aviation  
Hope Christensen, Contracts & Leasing  
Dan DeLaus, County Attorney  
Dave Haas, Budget Analyst  
Philip Mancini, Assistant Treasurer  
Charles Turner, Assistant Secretary

The meeting was called to order by Chairman Vazzana at 12:00 pm.

**Public Hearing on a Resolution of the MCAA Authorizing Lease with McNeil Securities Inc for Space in the Terminal at the Greater Rochester International Airport:** Chairman Vazzana opened the hearing by announcing that the hearing had been properly advertised and asking if anyone would wish to speak on this matter. No one asked to speak. The hearing was closed.

**Approval of Minutes of Meeting held September 20, 2007:** It was moved by Member Juskiw and seconded by Member Christianson that the minutes be approved. The motion was passed unanimously 5-0.

**Schedule of 2008 Monroe County Airport Authority Meetings:** It was moved by Member Iacovangelo and seconded by Member Tucciarello that the meeting dates as presented be scheduled. The motion was adopted unanimously 5-0.

**Approval and Adoption of the 2008 Rates and Charges at the Greater Rochester International Airport:** Director Dave Damelio thanked Dave Haas and Phil Mancini for working hard to prepare the Rates and Charges for the period January 1 through December 31, 2008. Rates are very competitive with Syracuse and Buffalo and most of the rates and charges have been reduced. Chairman Vazzana also commended the staff for the work on this matter. It was moved by Member Tucciarello and seconded by Member Christianson that Resolution No. 17 of 2007 be adopted. The motion was passed unanimously 5-0. A copy of the rates and charges are attached.

**Authorize a Lease with McNeil Securities Inc for Space in the Terminal at the Greater Rochester International Airport:** Director Dave Damelio indicated that this was the matter that was the subject of the Public Hearing held at the beginning of the

meeting. The rental rate is approximately \$50 per square foot and will coincide with the rental rate for the Transportation Security Administration. It was moved by Member Juskiw and seconded by Member Tucciarello that Resolution No. 18 of 2007 be adopted. The motion was passed unanimously 5-0.

**Authorize an Amendment to the Ground Transportation/Taxi Service Agreement with Advance Airport Taxi Service, LLC:** Director Damelio stated that they were satisfied with the services being provided by Advance Airport Taxi Service LLC and this resolution extends the term an additional five (5) years with an increase of the annual payment to the Authority. It was moved by Member Christianson and seconded by Member Iacovangelo that Resolution No. 19 of 2007 be adopted. The motion was passed unanimously 5-0.

**Authorizing Expenditure in Amount Not to Exceed \$750 as Sponsorship of Fantasy Flight 2007:** Director Dave Damelio indicated that a number of needy children will be given the opportunity to come to the airport, fly on an airplane and be involved in a Christmas Holiday celebration. He is recommending that the Airport Authority undertake to fund the cost of photographs at the event which he estimates approximately \$400. Approximately 500 to 600 children will be entertained at this event. Chairman Vazzana stated that this seemed to be a very positive enterprise at the airport and suggested that a Press Release to inform the Public of the good work being performed at the airport be issued. It was moved by Member Iacovangelo and seconded by Member Christianson that Resolution No. 20 of 2007 be adopted. The motion was passed unanimously 5-0.

**Authorize Amendment of Contract with the County of Monroe to Provide Legal Services:** Dave Damelio indicated that this relates back to the contract entered into with the County for legal services in connection with complying with the Public Authorities Accountability Act and County Attorney, Dan DeLaus indicated that these services were also being provided to the Monroe County Water Authority and The Greater Rochester Sports Authority which will continue into next year. The services are being provided by Charles Turner pursuant to a contract with the County of Monroe. It was moved by Member Tucciarello and seconded by Member Christianson that Resolution No. 21 of 2007 be adopted. The motion was passed unanimously 5-0.

**Audit Committee Report:** Chairperson Christianson reported that the Committee had met just prior to the Board Meeting and had reviewed financial reports and also reviewed certain policies. These Policies included the Travel and Investment Policy which they are recommending no change. They also reviewed the Disbursement Policy and are recommending a change to that Policy in accordance with the restated policy presented to the Board. This change gives the Administrative Director the authority to make expenditures not exceed \$5,000 and to report those expenditures to the Board at the next scheduled meeting. It was noted that this is similar to the policy of the County of Monroe. It was moved by Member Juskiw and seconded by Member Iacovangelo that Resolution No. 22 of 2007 be adopted. The motion was passed unanimously 5-0.



**Traffic Report:** Dave Haas presented the traffic report indicating that enplanements showed a 2% increase over 2007 and the months of August, September and October were the highest in history. Based upon the enplanements for December the airport may break the all time record for enplanements for a year. Load factors are running about 75%. The AirTran route to Los Vegas is running about 85% and JetBlue's route to Orlando is in the 60 to 80% range.

Landing weights are down 5% and trips are down 8% reflecting smaller planes being used at the airport.

**Directors Report:** Director Dave Damelio indicated that there would be an air show at the airport July 26 and July 27, 2008 featuring the USAir force Thunderbirds and the US Parachute Team the Golden Nights will be the featured attractions. Mr. Damelio indicated that due to the military involvement in Iraq very few shows are being performed at this time and he felt that Rochester was fortunate to schedule a show this coming year.

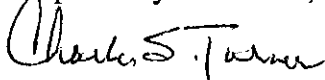
In regard to construction he indicated that Phase 2 work was underway which included replacement of the floor tile, new elevators, which will improve access for people with disabilities. Phase 3 is in the design phase which will involve improvements to Concourse B and expansion of the parking garage.

The airfield construction has been completed on schedule.

Mr. Damelio also alluded to the recent snow storm and stated that the airport had been able to handle the weather conditions with little or no problems. Chairman Vazzana thanked Mr. Damelio for the excellent job he does for spokesman for the airport and the Monroe County Airport Authority on those occasions he is called to speak to the media.

The next meeting is scheduled for Wednesday, January 16, 2007 at 12:00 pm.

Respectfully Submitted,



Charles S. Turner  
Assistant Secretary

Dated: *January 7, 2008*

**MONROE COUNTY AIRPORT AUTHORITY**

**RESOLUTION NO. 17 of 2007**

**APPROVAL AND ADOPTION OF THE 2008 RATES AND CHARGES AT THE  
GREATER ROCHESTER INTERNATIONAL AIRPORT**

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY AIRPORT  
AUTHORITY, as follows:

Section 1. The Monroe County Airport Authority hereby approves and adopts  
The 2008 Rates and Charges at the Greater Rochester International Airport as presented  
at this meeting and appended hereto and made a part hereof.

Section 2. This resolution shall take effect immediately.

ADOPTION: Date: December 12, 2007

Vote: 5-0

I, Charles S. Turner, Assistant Secretary, Monroe  
County Airport Authority, do hereby certify that the  
Within Resolution was duly adopted by the Monroe  
County Airport Authority at a General Meeting held  
December 12, 2007.

Dated: *January 7, 2008*

*Charles S. Turner*

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Charles S. Turner, Assistant Secretary

**EXHIBIT "G-3"**

**GREATER ROCHESTER INTERNATIONAL AIRPORT  
TERMINAL RENTAL CHARGES  
AND  
LANDING FEE CHARGES**

**JANUARY 1, 2008 THROUGH DECEMBER 31, 2008**

(Rates and Charges Subject to Change)

**TERMINAL RENTAL CHARGES**

	<b><u>Signatory Rate</u></b>	<b><u>Non Signatory Rate</u></b>
Ticket Counter & Queue	\$ 79.83	\$ 99.79
Ticket Offices; Upper Level Offices V.I.P. Rooms; Hold Rooms	\$ 71.85	\$ 89.81
Bag Claim; Baggage Services Offices; Sec. Chkpt.	\$ 63.86	\$ 79.83
Bag Make Up; Operations Area Ofcs.	\$ 55.88	\$ 69.85
Tug Drives	\$ 19.96	\$ 24.95

**FACILITY USE FEE (Non-Signatory Scheduled Operations)**

Charter Operations	n.a.	\$ 2.91
		\$ 3.20

**PASSENGER FACILITY CHARGE (PFC)**

\$ 4.50	\$ 4.50
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**JOINT USE FEES**

Security Checkpoint, Bag claim and Tug Drive Charges are based upon 10% of the total rentals prorated equally among the Scheduled Air Carriers using the facilities and the remaining 90% of the total rentals are prorated among each Scheduled Air Carrier's enplaned passengers during the month as a percentage of the total enplaned passengers of all Scheduled Air Carriers using these facilities.

**AIRCRAFT APRON FEE (p.l.f.)**

\$ 518.68	\$ 648.35
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**AIRCRAFT PARKING CHARGES**

Charges for the parking of aircraft on unleased ramp aprons or taxiways. Charges are per aircraft and are per eight hour period (RON).

Aircraft with 49 or less seats	\$ 100.00	\$ 100.00
Aircraft with 50 or more seats	\$ 200.00	\$ 200.00

Charges will be waived for Signatory Airlines parking aircraft due to mechanical delays.

**AIRCRAFT LANDING FEES (/1000 lbs. Mgtw)**

\$ 2.28	\$ 2.85
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**AUTHORITY GATE USE CHARGE (per turn)**

\$ 133.48	\$ 166.85
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**LOADING BRIDGE RENTAL CHARGE (monthly)**

\$ 1,050.35	\$ 1,312.94
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**FUEL FLOWAGE FEE (per applied gallon)**

\$ 0.05	\$ 0.05
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**GLYCOL FLOWAGE FEE (per applied gallon)**

\$ 0.59	\$ 0.59
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**MONROE COUNTY AIRPORT AUTHORITY**

**RESOLUTION NO. 18 OF 2007**

**AUTHORIZE A LEASE WITH MCNEIL SECURITY, INC. FOR SPACE IN THE  
TERMINAL AT THE GREATER ROCHESTER INTERNATIONAL AIRPORT**

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY  
AIRPORT AUTHORITY, as follows:

Section 1. The Administrative Director is hereby authorized to execute a  
lease with McNeil Securities, Inc. to provide for the following:

- A. leased premises consisting of 1,711 square feet composed of offices, break  
room and classroom in the terminal at the Greater Rochester International  
Airport;
- B. a lease commencing on January 1, 2008 that shall automatically be extended  
each year on its anniversary date until such time as the contractual  
arrangement for screening services at the Airport between the Transportation  
Security Administration and McNeil Securities, Inc shall terminate and  
McNeil shall vacate its premises;
- C. rent for the first five years will be \$86,747.70 per year and will increase on  
January 1, 2013 to \$99,238 per year; thereafter rent will increase at five-year  
intervals at the same rental rate being paid by the Transportation Security  
Administration for its space in the terminal.

Section 2. This resolution shall take effect immediately.

ADOPTION: Dated: December 12, 2007

Vote: 5-0

I, Charles S. Turner, Assistant Secretary, Monroe  
County Airport Authority, do hereby certify that the  
Within Resolution was duly adopted by the Monroe  
County Airport Authority at a General Meeting held  
December 12, 2007.

Dated: *January 7, 2008*

*Charles S. Turner*

Charles S. Turner, Assistant Secretary

**MONROE COUNTY AIRPORT AUTHORITY**

**RESOLUTION NO. 19 OF 2007**

**AUTHORIZE AN AMENDMENT TO THE GROUND  
TRANSPORT/TAXI SERVICE AGREEMENT**

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY AIRPORT AUTHORITY, that the contract agreement with Advance Airport Taxi Services LLC for Ground Transportation/Taxi Service at the Greater Rochester International Airport authorized by Resolution No. 3 of 2003 is hereby amended as follows:

Section 1. To extend the Term for an additional five (5) years, under the option provided for in the Agreement, commencing on February 29, 2008 and terminating on February 28, 2013, unless cancelled sooner under other provisions of the Agreement.

Section 2. To add to Payment by Contractor for the Renewal Term an annual sum of

Year Six	\$61,000 per year
Year Seven	\$63,000 per year
Year Eight	\$65,000 per year
Year Nine	\$67,000 per year
Year Ten	\$69,000 per year

Section 3. This resolution shall take effect immediately.

ADOPTION: Dated: December 12, 2007

Vote: 5-0

I, Charles S. Turner, Assistant Secretary, Monroe County Airport Authority, do hereby certify that the Within Resolution was duly adopted by the Monroe County Airport Authority at a General Meeting held December 12, 2007.

Dated:

*January 7, 2008*  
*Charles S. Turner*

Charles S. Turner, Assistant Secretary

**MONROE COUNTY AIRPORT AUTHORITY**

**RESOLUTION NO. 20 of 2007**

**AUTHORIZING EXPENDITURE IN AMOUNT NOT TO EXCEED \$750 AS  
SPONSORSHIP OF FANTASY FLIGHT 2007**

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY AIRPORT  
AUTHORITY, as follows:

Section 1. The Administrative Director of the Monroe County Airport Authority is hereby authorized to expend an amount not to exceed \$750 as sponsorship of Fantasy Flight 2007 event to be held December 16, 2007.

Section 2. This resolution shall take effect immediately.

ADOPTION: Date: December 12, 2007

Vote: 5-0

I, Charles S. Turner, Assistant Secretary, Monroe County Airport Authority, do hereby certify that the Within Resolution was duly adopted by the Monroe County Airport Authority at a General Meeting held December 12, 2007.

Dated:

*January 7, 2008*  
*Charles S. Turner*

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Charles S. Turner, Assistant Secretary

**MONROE COUNTY AIRPORT AUTHORITY**

**RESOLUTION NO. 21 OF 2007**

**AUTHORIZE AMENDMENT OF CONTRACT WITH THE COUNTY OF  
MONROE TO PROVIDE LEGAL SERVICES**

Section 1. The Monroe County Airport Authority hereby authorizes the Chairman to execute an amendment to a contract with the County of Monroe for legal services effective January 1, 2005 through December 31, 2007 to extend the term of said contract from January 1, 2008 through December 31, 2008 on the same terms and conditions. The budget shall be amended accordingly.

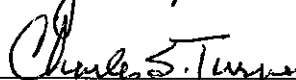
Section 2. This resolution shall take effect immediately.

ADOPTION: Date: December 12, 2007

Vote: 5-0

I, Charles S. Turner, Assistant Secretary, Monroe County Airport Authority, do hereby certify that the Within Resolution was duly adopted by the Monroe County Airport Authority at a General Meeting held December 12, 2007.

Dated: *January 7, 2008*



Charles S. Turner, Assistant Secretary

**MONROE COUNTY AIRPORT AUTHORITY**

**RESOLUTION NO. 22 OF 2007**

**AMENDMENT OF MONROE COUNTY AIRPORT AUTHORITY  
DISBURSEMENT POLICY**

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY  
AIRPORT AUTHORITY, as follows:

Section 1. The Disbursement Policy of the Monroe County Airport Authority  
is hereby amended to add the following sentence:

“Expenditures that are not clearly identified in the approved annual  
budget are approved by a Board resolution, except that items under \$5,000 may be  
approved by the Administrative Director and subsequently reported to the Board at there  
next scheduled meeting.”

Section 2. The Disbursement Policy, as amended is attached hereto.

Section 3. This resolution shall take effect immediately.

ADOPTION: Dated: December 12, 2007

Vote: 5-0

I, Charles S. Turner, Assistant Secretary, Monroe  
County Airport Authority, do hereby certify that the  
within Resolution was duly adopted by the Monroe  
County Airport Authority at a General Meeting held  
December 12, 2007.

Dated: *January 7, 2008*

*Charles S. Turner*

Charles S. Turner, Assistant Secretary



## **Monroe County Airport Authority Disbursement Policy**

In general the Monroe County Airport Authority ("the Authority") follows the disbursement policy of Monroe County ("the County"). The disbursement policy of the County is contained within its Procurement Policy. The Authority utilizes the SAP accounting system to initiate disbursements and all checks are issued by the County Controller. The authorized check signor for the Authority is the Treasurer. The Treasurer, Assistant Treasurer and Administrative Director are authorized signors for other disbursing documents as appropriate *according to the approved annual budget. Expenditures that are not clearly identified in the approved annual budget are approved by a Board Resolution, except that items under \$5,000 may be approved by the Administrative Director and subsequently reported to the Board at their next scheduled meeting.* Any conflict between the best interest of the Authority and County policy will be resolved by the Administrative Director.